

BICYCLE/PEDESTRIAN ADVISORY COMMISSION
2013/14 Work Plan
(as of July 12, 2013)

Goal	Projects	Assignments	Target Date	Status
School Commutes	Criteria for suggested routes to school	<ul style="list-style-type: none"> Review criteria developed by staff and provide comments Suggest other pertinent criteria for suggested routes for consideration 	May-August 2013	
	Process for maintaining and updating maps	<ul style="list-style-type: none"> Assist and comment on procedure and process for maintaining and updating school commutes map 	May-September 2013	
	Suggested routes to school	<ul style="list-style-type: none"> Provide comments and feedback on school routes that are under evaluation. Suggest school routes that may be more desirable to both pedestrian and bicycle users, as appropriate Assist staff in developing routes based on local and user knowledge 	June 2013-February 2014	
	CIP on existing or potential routes that increase safety	<ul style="list-style-type: none"> Identify projects or issues from Inventory database that are on school routes 	April-June 2013	
	School Commutes Study Session	<ul style="list-style-type: none"> Conduct Study Session on School Commutes 	August/September 2013	

Pedestrian Master Plan	Project Inventory	<ul style="list-style-type: none"> Identify pertinent projects from Inventory database Provide project inventory database to consultant for review 	August/September 2013	
	Pedestrian Master Plan development	<ul style="list-style-type: none"> Provide staff and consultant community knowledge of pedestrian issues Hold two study sessions, per the RFP during BPAC meetings Provide staff and consultant assistance in hosting Pedestrian Master Plan community meeting 	August/September 2013 November 2013	
Quarterly Project Inventory Review	Process for updating and quarterly review	<ul style="list-style-type: none"> Agendize review of project inventory database quarterly 	June 26, 2013, September 25, 2013, December/January 2013/14	
	Spreadsheet to improve quality of data	<ul style="list-style-type: none"> Identify project information that are key to record (cost, bike/ped volume, safety, etc) Remove non-essential project information Insert "Status" column to traffic project process 	June 26, 2013, September 25, 2013, December/January 2013/14	
	Bicycle/pedestrian project data from sources that include Council, PTC, and the public	<ul style="list-style-type: none"> Add additional projects or issues as they arise 	June 26, 2013, September 25, 2013, December 2013	

Community Outreach	Bike to Work Day	<ul style="list-style-type: none"> • Set up energizer station • Provide cyclists food and information • Conduct cyclist count 	May 8, 2013	
	City Events	<ul style="list-style-type: none"> • On an as-needed basis BPAC may participate at City events (non-quorum) 	Ongoing, as needed	
	Community and public meetings	<ul style="list-style-type: none"> • On an as-needed basis BPAC may attend community meetings or public meetings (non-quorum) 	as needed	
CIP/PTC Review	Project review for bicycle/pedestrian impacts	<ul style="list-style-type: none"> • On an as-needed basis BPAC will review design projects and provide comments related to bicycle/pedestrian issues • Track the number of CIP projects reviewed per year 	Ongoing	
	Commercial projects review	<ul style="list-style-type: none"> • On an as-needed basis BPAC will review commercial projects and provide comments related to bicycle/pedestrian issues • Track the number of Commercial projects reviewed per year 	Ongoing	
Ongoing Activities	VTA BPAC	<ul style="list-style-type: none"> • Attend Monthly VTA BPAC meetings (assigned representation) 	Ongoing	
	Planning and Transportation Commission coordination	<ul style="list-style-type: none"> • Conduct special meetings with PTC as needed 	Ongoing	
	Neighboring City BPAC coordination/ bi-annual meetings	<ul style="list-style-type: none"> • When invited, BPAC representatives may attend neighboring City's BPAC meetings 	Ongoing	
	Other projects as requested by Staff/Council	<ul style="list-style-type: none"> • On an as-needed basis BPAC will provide staff assistance on bicycle/pedestrian related projects 	Ongoing	